

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

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KAREN EUBANKS,

Plaintiff,

NOTICE OF APPEARANCE

18 Civ. 7877 (LJL) (SLC)

-against-

NEW YORK CITY DEPARTMENT OF
EDUCATION, MANUEL UREÑA, Principal;
ELMA REINGOLD, Assistant Principal,

Defendants.

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PLEASE TAKE NOTICE, that I am an Assistant Corporation Counsel in the office of James E. Johnson, Corporation Counsel of the City of New York, assigned to represent Defendants in the above-captioned action solely for the limited purpose of responding to Plaintiff's letter motion for a *nunc pro tunc* extension of her time, from December 21, 2020 until December 31, 2020, to file opposition to Defendants' Motion for Summary Judgment (ECF Dkt. No. 55). Accordingly, I respectfully request that any future correspondence, filings, ECF notifications, or other information relating to the aforementioned letter motion in this matter be addressed to me at the address below.

Dated: Brooklyn, New York
 December 28, 2020

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By: /s/ J. Kevin Shaffer
 J. Kevin Shaffer
 Assistant Corporation Counsel

Cc: Karen Eubanks (by electronic mail)
 Plaintiff pro se